

STRATEGIC CAPITAL IMPROVEMENTS COMMITTEE
REGULAR MEETING MINUTES
APRIL 10, 2025
(In person and Town Zoom B)

Present: Christopher Dickman, John Dillon, Carl Johnson, Jennifer Martinez, Darcy Parmelee, Bob Shea, Ben Srb, Laurel Steinhauser

Absent: Brett Betkoski

Others Present: Dr. Charles Britton (Supt. of Schools)

1. CALL MEETING TO ORDER

Carl Johnson called the special meeting to order at 5:00 p.m. in the Portland High School Media Center located at 95 High Street, Portland, Connecticut.

2. APPROVE MEETING MINUTES: (Regular) 3/13/2025; (Special) 3/13/2025; (Special) 3/20/25

Laurel Steinhauser made a motion to approve the (Regular), 3/13/2025 meeting minutes, seconded by Ben Srb, all were in favor, none opposed, motion carried.

John Dillon made a motion to approve the (Special) 3/13/25 meeting minutes, seconded by Christopher Dickman, all were in favor, none opposed, motion carried.

Laurel Steinhauser made a motion to approve the (Special) 3/20/25 meeting minutes, seconded by Jennifer Martinez, all were in favor, none opposed, motion carried.

3. PUBLIC COMMENT

4. DISCUSSION ON SITE WALK-THROUGH VALLEY VIEW & GILDERSLEEVE:

Bob Shea went line-by-line in his spreadsheet sharing items that impacted the dollar amounts. Members made notations in their copy of the spreadsheet. There was much talk back and forth that is not included in these minutes. Bob's comments included the following:

Elevator: Estimated at low cost. We had numbers higher. Looking for second written opinion with current contractor. We are ADA compliant but elevator was recommended for replacement. Waiting for formal number. Not over a million as Friar said. Don't have to relocate it but the cost is higher than thought.

Brownstone: Needs electrical upgrade. The campus is underpowered. It won't handle air conditioning upgrade. You couldn't run a better air quality system without an upgrade of electrical. Looking for Brownstone's replacement of the boilers. We should be able to get reimbursed. Bob told how efficiencies affect the grant. There are so many variables.

The high school will probably be an upgrade, maybe valve upgrade, maybe \$40,000 of upgrades.

Laurel's comment re Valleyview & Gildersleeve neither have sprinkler system. Capital improvement doesn't say anything about sprinkler system. Are there any other things like that that we should have on our radar that isn't on capital improvement radar? Bob explained regarding codes. Not in violation if we don't have sprinkler system in VV and Gildersleeve.

Re Gildersleeve: Ben said they saw toilets in closets of one wing. Jennifer said those closets wouldn't be good if a para had to go in there to help a child because they are too small and there is no sink. The biggest thing is the waste. There is a trunk line on the other side but not likely in the building.

Gildersleeve: Bob said he came up with an estimate of \$9M, \$6M will be restoration. Not in there is \$1.5M for parking. Thinks cap. Improvement number around \$10.6 not with parking lot. Bob's number \$11M, with no reimbursement included. Friar's goes to \$13M.

Discussed what would be reimbursable, like roof, and discussed what module wing and how much excess space there was, which they determined to be none. Four grades have 21 classrooms. Very little on Bob's sheet that is cut out. The "reds" are the ones he kept. The blacks he didn't have enough information on. Most important is the first group re cooling. He left some out because they don't apply. It is incredibly difficult for them to give us a number without conceptual drawings. They can bring teams in but Bob didn't go there. Left LED lighting out because its already been done. He jumped down to classrooms and hallways. Adding a generator is an option. \$90,000 is just an estimate. Left in as a possibility. Put placeholder of \$100,000 for glass vestibule. He put \$5,000 for "removal of awning" at gym facing Main Street. If you can't use it, remove it to cut the cost. He suggests re-doing the floor with a rubber one, elevated. The insurance covered the spot that was repaired. You're looking at about \$150,000 for that size of gym. What would it cost to put bleachers in there? He asked but doesn't have number yet.

Bob made note that counters in classrooms and tiles on the walls need to be talked about. Are you leaving it or renovating classrooms? And to what extent are you renovating? Laurel interjected that she's got additional columns and it was for the library and nurse's station. The nurse's station was updated after covid. He left \$13,000 and took the others out. And \$7,000 was taken out for the chairs. There's give and take in this list. Some kitchen updates were done already; they are done through grants. Renovate bathrooms? He left them all in. He left drinking fountains out. He put caveat for drinking fountains, maybe \$5,000-\$10,000. He left touch-free sinks in there. All was left in till "replace backflow prevention." Left things in as place holder for boiler system for drainage for HVAC. There's lots of asbestos in there. He removed \$10,000 for wheelchair lift. Fire Panels: He took all of that out. We replaced all the upgrade smoke detectors. Bob did all the LED safety lighting. Upgrade smoke detectors, we took all that out. Bob put a note under smoke detectors whether we need it or not. To do the whole school for sprinkler system, probably around \$1million.

Security: \$75,000 will do cameras. Man traps we put that in. \$50,000 for upgraded phone system. \$150,000 for security which includes phone system. Discussion ensued regarding responsibility of BOE and what gets bonded for capital improvement and what is in operational

budget. Parking lot would probably be new lighting. Bob put \$2M for parking lot. Ben asked for breakdown from Town Engineer Jacobson. \$2,000 for southside pathway per Laurel and \$11,000 and \$8,000 for pathways.

Due to time constraints, this discussion got very hurried and accuracy is questioned. Laurel's estimate is lower. She did not do escalation. Bob said it would be at least \$6M. Laurel got a total of \$8M. Bob's estimate is \$8,031,000? Chiller stuff was \$4-to-\$5,000. Laurel doesn't think the cooling is in there. Asked Friar to explore the gym bleacher bumpout, drainage combination, a question mark re sprinklers and fire escape doors. Bob said he left exterior door numbers as well as the interior door numbers so they can configure.

What about needing to seal the floors? It's questionable. Bob said they didn't seal the library and it is working well. We have to drill some holes and see where the moisture is. Ben feels the HVAC is something that needs to be addressed. Bob expressed concern that in doing this, you can miss a lot.

5. DISCUSSION AND ACTION ON COMMITTEE RECOMMENDATIONS

6. SET ADDITIONAL MEETING DATES

There will be no meeting next Thursday, April 17. The next meeting will be on Thursday, April 24th at 6:00 p.m.

7. PUBLIC COMMENT

Stephanie Tetro, Great Hill Road, asked Ben to check with Tom Robinson if the town has a capitalization policy that says assets that you purchase over "X" dollars are eligible to be capitalized, specifically for the smart boards that were talked about, it would be appropriate to include them as capitalization reconstruction project. She then asked Laurel to send her version of the spreadsheet because Stephanie came up with a different number being \$9.2M. And she concluded by asking that they find some money to pay the teachers more because they are not paying them enough.

8. ADJOURN MEETING

John Dillon made a motion to adjourn the meeting, seconded by Darcy Parmelee, all were in favor, and the meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Sharon Hoy

Sharon R. Hoy, Recording Secretary